

16 January 1969

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Weekly Report of the Office of Training

1. Program for Management Development, Harvard University

Two employees from the Support Services Directorate, [REDACTED] 5X1A9a

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OL, and [REDACTED] OS, will represent the Agency in the next running of the Program for Management Development beginning 26 January. They will attend a special orientation briefing by the Intelligence School prior to their departure.

2. Local Spring Semester Courses

Approximately 200 external training requests have been approved for local spring academic programs, a slightly higher figure than previous spring totals. Financial advances for the majority of these requests are being handled by Training personnel at Headquarters on 16 January.

3. High-Level Agency Speakers

Intelligence School plans to schedule approximately 125 presentations by senior Agency officials during the first half of this calendar

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year. The Director will be invited to appear twice -- once for the Intelligence Review (14-25 April) and once for the JCS/DIA Orientation (29-30 April).

4. Language School Instructor Training

The Language School is now conducting its second in a series of Instructor Training programs. The program consists of five two-hour sessions and is designed primarily to introduce new personnel to LS teaching methodology. The program was developed internally and is taught by a member of the Language School.

5. FSI's Foreign Service Economic Studies Program

25X1A9a [REDACTED] OSR, began FSI's Foreign Service Economic Studies Program on 13 January. This is a six-month course and tuition is \$2,750 for each student. Only one other Agency employee has attended this program prior to this time -- [REDACTED] OSR.

6. Non-Agency Briefings

25X1A9a During this reporting period, the following non-Agency briefings were given:

At the NIS, 30 students on "Soviet Policy and Problems in the Underdeveloped Countries."

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At DIS, 100 Midcareer Officers on "Use of Economic Warfare
in Underdeveloped Countries."



At DIS, 40 students in the current Strategic Intelligence Course
on "The National Security Structure" and "Mission and Functions of CIA."

At U.S. Army Armor School at Fort Knox, 240 members of the
Armor Officers Advanced Class and 20 members of the School staff on
"The Role of CIA in National Security."

/s/
John Richardson

John Richardson
Director of Training

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